



# CR NEWS

Volume 24, Number 3  
Jul.— Sep. 2019



## HIGHLIGHTS:

**CJIS Security Office**  
Page 1

**Access and Dissemination Bureau (ADB)**  
Page 2

**Biometric Services Bureau**  
Page 2

**Crime Information Bureau**  
Page 3

**Criminal Justice Information System (CJIS)**  
Page 4

**Incident Based Reporting Bureau (IBRB)**  
Page 5 - Page 6

**Sex Offender Registration Bureau (SOR)**  
Page 7 - Page 8

## Cybersecurity Awareness Training – A human Factor

Each October is National Cybersecurity Awareness Month, a combined effort between government and industry to raise awareness and the importance of cybersecurity. <https://niccs.us-cert.gov/national-cybersecurity-awareness-month-2019> This year's message is – Own IT. Secure IT. Protect IT.

Promote cybersecurity awareness and foster change at your agency. Change user behavior to help better protect the agency. Security awareness training helps protect the agency starting at the human level. An agency may have the most sophisticated network to protect itself from outside threat actors; however, the internal human element is the quickest route to break any security protocols. Crucial to any overall security plan is to include the weak link – the human factor. Every organization will have one person at some point fall for the fake link in an email, as often the phishing emails look so invitingly real. In the cybersecurity field it is not a matter of IF but of WHEN will a cybersecurity incident occur. What if the email filters on the network did not catch the latest phishing, vishing or pharming email? Can the incident be contained to one system? Will the incident traverse the network to other areas? Will the network traffic need to be rerouted to another location while the agency is down?

Employees are the most important asset in any organization and the objective of an effective Security Awareness Training program is to empower employees to be more proactive and alert to cyber threats. An agency's overall security posture should include personnel education and training for good cyber hygiene. Ensure employees are completing the CJIS Security Awareness Training every two years. Randomly spot check under keyboards for passwords, at meetings discuss the latest cyber threat in the news and start the conversation. Start good cyber habits at work and home so the process is automatic.

Security awareness training alone is not the sole answer, but a part of a larger cyber awareness program. It does not matter the size of the agency, large or small, it starts with educating and empowering the employees hired for the agency. TX DPS purchased the CJISonline product for the law enforcement and criminal justice agencies in Texas to help meet the FBI CJIS Security Policy requirement in section 5.2. For numerous years, security awareness training has been a requirement and sometimes agencies see this as checking off another box on an audit. In reality, this is an opportunity for agencies to stop and think about engaging employee resources better. To ensure CJIS training compliance and awareness vendors and third party contractors may also use CJISonline.

The FBI CJIS Security Policy section 5.2 requires Security Awareness Training every two years and has varying training levels based on CJIS data access. CJISonline helps to document and automate the training recordkeeping. CJISonline alone is only one-step in a multi-step journey for cybersecurity defenses. When was the last time you rolled your mouse over a URL *before* clicking on it to see the real URL destination? Did you check with a coworker about an email attachment sent *before* opening the attachment from them?

For more information, visit us online @ <https://www.dps.texas.gov/SecurityReview/>

# Access and Dissemination Bureau (ADB)

## FBI Name Check Process Changes – Effective Immediately

In September 2019, the FBI CJIS Division modified their acceptance criteria and process for FBI Name Checks; name-based searches are performed if an applicant's fingerprint submissions are rejected twice by the FBI.

The FBI now requires that one of the FBI rejections used in the FBI Name Check contain rejection code L0008 with a message stating, "Candidate(s) were found". Additionally, FBI Name Check requests must only be sent to the FBI via agency email. The DPS will continue to submit FACT, FACT Volunteer, and LEE Name Check requests to the FBI on the behalf of agencies. LEE requests should be completed by the agency and submitted to the DPS Fingerprint Services Unit for review.

Notices for this change have been posted in the FACT Clearinghouse as a banner and as a System Message for Clearinghouse users. These notices contain a link to a PDF with instructions on how to identify applicants eligible for an FBI Name Check and how to submit the FBI Name Check.

It is very important that your agency read and follow the instructions explaining this process further as FBI Name Check requests are time-sensitive and may be returned if completed incorrectly. The DPS does not have authority over FBI CJIS processes and is unable to require the CJIS Division to process any FBI Name Check requests.

If you have any questions regarding the FBI Name Check process change, please contact the Fingerprint Services Unit at 512-424-2365, option 6, or at [fingerprint.service@dps.texas.gov](mailto:fingerprint.service@dps.texas.gov).

# Biometric Services Bureau

## Electronic Arrest Reporting (EAR)/Livescan

When using a livescan to submit arrest data to Texas DPS it is important to remember the following dos and don'ts.

### **Livescan DOs and DON'Ts:**

#### **DOs**

- **Do** check all return messages.
- **Do** review reject messages, correct transaction, and resubmit.
- **Do** use current offense codes (version 17).
- **Do** transmit adult class C offenses.
- **Do** use corresponding ADN for class C (**233**), federal (**234**) offenses, and Family Violence class C (**235**).

#### **DON'Ts**

- **Do not** transmit out of state probation and paroles via livescan.
- **Do not** resubmit any transactions; verify with DPS first (Call 512-424-5248). For corrections or added charges, use the CJIS site: <https://cch.dps.texas.gov> or fax to 512-424-2476.
- **Do not** use offense code 99999999.
- **Do not** submit Juvenile class C offenses.
- **Do not** populate an arrest record with identification database on a name search from a DL search.

# Crime Information Bureau

## **Non-Entering Agency Audits**

In November 2018, the TCIC auditors resumed site visits as a part of the triennial audit process for Non-Entering Terminal Agencies. During the previous audit cycle, our Department via Survey Monkey received numerous requests from agencies to once again, include a site visit as part of the audit. Some of the reasons included; a better understanding of the process, a more thorough picture of agency performance and a face to face meeting with an auditor. We could not agree more with the agency feedback. We want agencies to know that Auditors are accessible and ready to assist agencies; not only during an audit but also at any time an agency has a question and/or concern. There is a lot of new information to share and discuss: critical infrastructures that fall into different sectors; Threat Against Peace Officers vs Violent Person File; Texas Sure Financial Responsibility Program; Child Safety Check Alert List; SB 1242/Family Code 85.007 (Confidentiality of Certain Information); High Risk Factor when dealing with a missing child; and Foster Home Member Data Base. We want to ensure that information our auditors provide is current, relevant and will ultimately improve the agency's ability to comply with TCIC/NCIC Policies and Procedures. Site audits allow agencies an opportunity to ask questions, seek clarification and put a face with a name, which is beneficial for both the auditors and the customers. Our Department strives to provide agencies with a warm welcome, a friendly attitude and a learning experience that will promote continuity throughout the state.

## **DFPS Conservatorship**

What is conservatorship? Conservatorship is when a judge grants the Department of Family and Protective Services (DFPS) temporary custody of a child. This court order is valid from the time the judge signs it, regardless of whether the parents/custodians have been served. When DFPS gets conservatorship of a child, they will call the local law enforcement agency who has jurisdiction and request the child or children be entered as missing persons. The parent will be added as persons with information. It is at an agency's discretion if they would like to receive a copy of this court order for the entry's supporting paperwork, but the missing person and person with information entries should be treated like any other missing person entry. If there are any questions, agencies should call the TCIC Control Room at 512-424-2088.

When DFPS does not have conservatorship but has received a report concerning a child's safety, the child will be entered on a Child Safety Check Alert List (CSCAL). These entries are requested by DFPS and entered by the TCIC Control Room. As seen below, there is a caveat at the top of each record directing officers who make contact with any persons on a CSCAL to call the DFPS on-call number.

\*\*\*\*\*WARNING - THE FOLLOWING IS A CHILD SAFETY CHECK ALERT RECORD. DO NOT SEARCH, DETAIN, OR ARREST BASED SOLELY ON THIS RECORD. \*\*\*\*\*

\*\*\*\*\*THE PERSON(S) WITHIN THE RECORD(S) MAY BE SOUGHT BY CHILD PROTECTIVE SERVICES TO VERIFY THE SAFETY/WELL BEING OF A CHILD. IN ACCORDANCE WITH ARTICLES 261.3022, 261.3023 AND 261.3024 OF THE TEXAS FAMILY CODE, WHERE THERE IS A MATCH ON EITHER THE CHILD OR THE ALLEGED OFFENDER, THE OFFICER SHALL REQUEST INFORMATION FROM THE PERSON OR THE CHILD REGARDING THE CHILD'S WELL-BEING AND CURRENT RESIDENCE. LAW ENFORCEMENT AGENCIES MUST REPORT THOSE DETAILS TO THE TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES AT 1-800-877-5300.\*\*\*\*\*

DFPS will need information on the child or adult and from that point; the CSCAL will be modified or cleared by the Control Room as needed.

Questions regarding DFPS Conservatorship should be directed to the TCIC Control Room at 512-424-2088 or emailed to [TCIC.Operations@dps.texas.gov](mailto:TCIC.Operations@dps.texas.gov).

# Criminal Justice Information System (CJIS) Field Support

## **CJIS Website Portal**

HB 1528 – Reporting arrests and court dispositions of Misdemeanor Class C Domestic Violence (MCDV) offenses to the Computerized Criminal History (CCH) became mandatory on 09/01/2019. Contact your CJIS Field Auditor or the CJIS Field Support Unit with all questions about what information needs to be reported and how to report the information, [cjisjjis@dps.texas.gov](mailto:cjisjjis@dps.texas.gov) or 512-424-2478.

With the new reporting requirements, many law enforcement and court agencies will be requesting access to the CJIS Website Portal for reporting purposes. Click on 'Application-New User' on this webpage:

<https://cch.dps.texas.gov>. Please follow these tips when completing the application for access:

- 1) Make sure the User ID/Email Address for the account is a secure government domain. I.e. @dps.texas.gov, @ci.austin.tx.us, @traviscounty.com (these are not real domains, only examples). Do not use a POP email account. I.e. @hotmail.com, @gmail.com, @swnet.com, etc.
- 2) Include the full Agency Name and the County of its location in the 'Office/Agency' field. Correct: Fort Worth Municipal Court Tarrant County, Justice of the Peace PCT #2 Austin County, Huntington PD Angelina County, etc. Incorrect: Municipal Court, Jones Town Municipal Court, JP PCT #1, County Court at Law #5, Alto PD, City of Fort Worth, etc.
- 3) Make sure to enter the correct Reason for requesting access. If you are unsure of how you will be utilizing the CJIS Site Portal, contact the CJIS Field Support Unit, 512-424-2478.

NICS Reporting Agencies: DPS Crime Records has begun auditing all ORIs that have been approved and listed to report NICS data. The CJIS Site Support Specialist, James McElroy, will be contacting NICS CJIS Site Users in each county with details of the audit process. It will be a two-year audit cycle; each ORI will be audited once in that two-year period.

Deactivation after 30 days of inactivity. This is an automatic process set up to comply with the FBI CJIS Security Policy. The deactivation cannot be delayed or stopped. If your account becomes deactivated, send an email to [GRP\\_CJIS\\_SITE@dps.texas.gov](mailto:GRP_CJIS_SITE@dps.texas.gov) with a request to have the account reactivated.

All Password Resets and Reactivations of accounts cause an email to be sent to the User ID associated with the account. Please use the link in the email to complete the password reset or reactivation of the account. The link goes directly to the Security Profile Setup page for the account where a new password or other updated information can be entered. Save the Changes and the page redirects to the Login screen. Login using the new password that was entered in the Profile setup. Do not click on the 'Password Reset' link multiple times.

If a user's email address has changed, the user can go to the Security Profile Setup (dropdown arrow next to the name in the upper right of the page) and enter the new email address. Click on 'Save Changes' and use the new email address as the User ID the next time logging on to the site.

If an incorrect or invalid User ID or Password is entered three times or more in a short time span, the account will automatically be locked. The lock will last 20-30 minutes. After the time has passed, the user will be able to attempt logging on again.

Permissions and access on the CJIS Site are agency specific. An Arresting agency can have access to Add/Modify Arrests. A Prosecutor or Court agency can have access to Add Prosecutor/Court data. If a user would like to have access to a different office's permissions and data, then a document from that agency allowing the access needs to be sent to [GRP\\_CJIS\\_SITE@dps.texas.gov](mailto:GRP_CJIS_SITE@dps.texas.gov). I.e. if a Prosecutor would like to have the ability to Add/Modify Arrests, a signed documented agreement from all arresting agencies in the county allowing the Prosecutor that access will need to be emailed to CJIS.

If you have questions about the technical functioning of the CJIS Site, such as difficulty logging on, please contact [GRP\\_CJIS\\_SITE@dps.texas.gov](mailto:GRP_CJIS_SITE@dps.texas.gov). If you have questions about the information being reported, such as the required fields, or questions about how to use the reports generated on the site, please contact your direct CJIS Field Auditor or the CJIS Field Support Unit at [cjisjjis@dps.texas.gov](mailto:cjisjjis@dps.texas.gov).

# Incident Based Reporting Bureau (IBRB)

## Uniform Crime Reporting (UCR)

### **September 2019 Goal – What has changed?**

As a reminder for House Bill 11 (84R):

**Question:** What happens to Summary (SRS) reporting after September 1, 2019?

**Answer:** HB 11 set a “goal” for Agencies to transition to NIBRS. The Department will continue to work with agencies to transition to NIBRS reporting. If you are still an SRS reporting agency, we want to talk to you about your NIBRS transition plan. DPS wants to collaborate with you to help you get there. If you did not meet the September deadline, then we need to know your NIBRS transition plan.

As of September 1, 2019, there were 512 agencies reporting NIBRS to DPS, but this number continues to grow.

Going forward, new agencies joining the UCR program must report via NIBRS.

Contact your Field Rep. or reach out to the DPS UCR Program by phone (512) 424-2091, or email [NIBRS@dps.texas.gov](mailto:NIBRS@dps.texas.gov), for assistance.

### **Segment 8 & 9 for NIBRS**

Many Agencies reporting via NIBRS have asked for an update on when DPS will update Segment 8 & 9, which includes Family Violence, Drug Seizure and Sexual Assault reporting. DPS has begun testing with our vendor, ahead of rolling this out into Production. The previously scheduled target date was August 2019, but due to updates, it is now October 2019 for deployment to the Production system. TX DPS is currently updating the Texas-Specific Manual and will publish it closer to Segment 8 & 9's release.

We will send out updates through the listserv, once we have confirmed dates for deployment and post the related updated documentation.

There will be a transition period, as Agencies work with their vendor to update their systems to incorporate these updates and TX DPS will remain backward compatible until further notice.

### **Monthly Submissions**

Please stay up to date on your monthly reports, which are due to the state program no later than the 10th of the following month. Monthly submissions allow us to:

- Stay compliant with the FBI's national program expectations of monthly submissions.
- Facilitate monthly feedback from DPS and FBI, in case corrections are needed.
- Reduce the end of year closeout effort for agencies, DPS, and FBI, ahead of the publication of the FBI's Crime in the US (CIUS) and DPS's Crime in Texas (CIT).
- Ensure the most accurate data is available on the DPS Public Portal and FBI Crime Data Explorer throughout the year.

### **NIBRS Certification Policy**

Agencies transitioning to NIBRS (or changing NIBRS vendors) will have to go through the NIBRS certification process with TX DPS. To be eligible to certify, UCR reporting agencies must be current (up-to-date) and remain up-to-date with their UCR monthly reporting until they pass the Certification Process period.

Contact the DPS UCR Program by phone (512) 424-2091 or email [NIBRS@dps.texas.gov](mailto:NIBRS@dps.texas.gov) for more information or assistance.

### **Version 2019.1**

Agencies are encouraged to review and prepare to update the file submission specifications to the latest version of the NIBRS IEPD. The Department will begin to code and test for the state system to accept 2019.1 in early 2020. The 2019.1 specifications can be found on the DPS website and includes an outline of the differences between 2019.1 and version 3 for agency review. While agencies can submit 2019.1 formatted files now, the submission will result in a series of data submission errors that will be sent back to the reporting agencies. It is an agency decision of when to move to 2019.1 and while DPS will remain backward compatible, DPS encourages agencies to make the transition.

# Incident Based Reporting Bureau (IBRB)

## Use of Force (UoF)

### **Texas UoF Portal**

Due to the departments' priorities and end of year closeout, DPS new target date to turn on the DPS Use of Force portal is the beginning of 2020. As we get closer to opening the UoF portal out statewide, we will be contacting state agencies concerning participation to the voluntary program.

### **UoF Contact Information**

For questions regarding the DPS/FBI UoF program, please email [UoF@dps.texas.gov](mailto:UoF@dps.texas.gov). For phone calls, please contact DPS at (512) 424-2091 and ask to speak with our UoF team.

### **Violent Criminal Apprehension Program (ViCAP)**

#### **Molly Jane's Law (HB 3106):**

HB 3106 went into effect on September 1, 2019; this law specifically states that Texas law enforcement agencies (LEAs) must enter their sexual assault and sex offense (with biological evidence) cases into the Violent Criminal Apprehension Program (ViCAP) Web National Database.

For questions related to the ViCAP program, Molly Jane's Law (HB 3106), or training for Agency Administrators please contact TX DPS at (512) 424-2091 or email Rafael Martinez [rafael.martinez@dps.texas.gov](mailto:rafael.martinez@dps.texas.gov).

### **FBI Training & Support**

Rick Blankenship (FBI) came through Texas in September to provide an overview of the ViCAP program and collaborated with DPS to provide information on how Molly Jane's Law (HB 3106) ties into the FBI's national program. If you missed out on those sessions, have no fear, DPS will be providing ViCAP training in the near future.

You can reach out to the FBI team for investigative support through the ViCAP portal, after you have entered your case.

### **LEEP Access**

Texas agencies needing access to LEEP will need to reach out to TX DPS at (512) 424-2629 or email [txdex@dps.texas.gov](mailto:txdex@dps.texas.gov).

# Incident Based Reporting Bureau (IBRB)

## Texas Data Exchange (T-DEx)

### **Use of LEEP Expanding**

The FBI's Law Enforcement Enterprise Portal (LEEP) is a website that contains many databases that are useful to law enforcement and criminal justice agencies. The Texas Data Exchange office are the State of Texas' administrators for access to LEEP; the Texas Data Exchange office has seen an increase in requests for LEEP access for more than just the National Data Exchange (N-DEx). Those requests are being pushed to the agency level by referring requestors to their Agency Administrators (AAs). In the near future, updated User Agreements and AA forms will reflect the increase in use of LEEP for more than just N-DEx. To see who your agency's administrator is, go to [www.dps.texas.gov/crs/leepadmins/](http://www.dps.texas.gov/crs/leepadmins/)

In the months of June through August of 2019, the Department of Public Safety has submitted over 16 million records to the FBI's N-DEx. That puts total data contribution for Texas at over 150 million records. As of September 1, 2019, close to 6,000 members of Texas' law enforcement and criminal justice personnel have had access to that data with a LEEP account

# Sex Offender Registration (SOR) Bureau

## 2019 Legislative Changes Affecting the Texas Sex Offender Registration Program

The following is a summary of the changes related to sex offender registration during the 86<sup>th</sup> (2019) Texas Legislature. This summary only covers changes that affect either the Texas Sex Offender Registration Program (Chapter 62 of the Texas Code of Criminal Procedure), or peripheral activities related to registered sex offenders. Registrars or agencies are encouraged to review each bill in their entirety. Electronic versions of these bills are located at the Texas Legislature's official web site at: <http://www.capitol.state.tx.us/>. If you have any questions, please contact your designated sex offender registration field representative, the Sex Offender Registration Bureau at [txsor@dps.texas.gov](mailto:txsor@dps.texas.gov), or (512) 424-2800.

### **SB 1802: Adds Aggravated Promotion of Prostitution to the List of Reportable Offenses**

Senate Bill 1802 adds the offense of Aggravated Promotion of Prostitution, Section 43.04 Penal Code, to the list of offenses that require registration. Registration will also be required for an attempt, conspiracy, or solicitation to commit Aggravated Promotion of Prostitution and for any out-of-state, Federal, foreign, or military offense that is substantially similar to these offenses.

Aggravated Promotion of Prostitution is not defined as "sexually violent" and will require annual verification. The associated length of duty for registration is post-10 years. Registration will be required for a Texas offense committed on or after September 1, 2019 or if a determination of similar elements of offense is made on or after September 1, 2019.

### **SB 20: Enhancement of Trafficking of Persons Offenses / Prostitution Statutory Reference Change**

Senate Bill 20 creates the offenses of Online Promotion of Prostitution, Sec 43.031 and Aggravated Online Promotion of Prostitution, Sec 43.041, Penal Code. The legislature did not identify these new offenses as reportable so any violation of Online Promotion of Prostitution or Aggravated Online Prostitution or an out-of-state, Federal, foreign, or military offense that is substantially similar to either one of these offenses **will not** require registration. Registrars or those evaluating a duty to register should be aware of the existence of these new offenses and handle accordingly.

Senate Bill 20, however, enhanced Trafficking of Persons, Sec 20A.02 Penal Code, by adding Online Promotion of Prostitution and Aggravated Online Promotion of Prostitution to the list of prohibited conduct under Trafficking of Persons violations, Sec 20A.02(a)(3), (4), (7) or (8) Penal Code. Registration is already required for a violation of any of these subsections. Registration is also required for an attempt, conspiracy, or solicitation to commit any of these subsections or for any out-of-state, Federal, foreign, or military offense that is determined to be substantially similar. Violations are not defined as "sexually violent" and require annual verification. The associated length of duty for registration is lifetime. Senate Bill 20 also makes a conforming statutory reference amendment regarding a violation of Prostitution within Art. 62.001(5), Code of Criminal Procedure. Registration for Prostitution, Section 43.05 Penal Code, is required if the offense is punishable under Subsection (c-1)(2) of that section. Prostitution already requires registration so violations under the previous subsection (Subsection (c-1)(3), new subsection (c-1)(2), an attempt, conspiracy, or solicitation to commit or any out-of-state, Federal, foreign, or military offense that is determined to be substantially similar **will** require registration. Prostitution is not defined as "sexually violent" and will require annual verification. The associated length of duty for registration is post-10 years.

### **HB 2623: Name Changes Related to a Registered Sex Offender**

House Bill 2623 amends Sec 45.103 of the Family Code in part, by expanding the circumstances in which a court may order a name change on a registered sex offender.

A court may order a change of name for a person subject to registration if:

- The change is in the interest or to the benefit of the petitioner and in the interest of the public;
- *The request is to change the person's name to the primary name used in the person's criminal history record information;* and
- The petitioner provides the court with proof that the person has notified the appropriate local law enforcement authority of the proposed name change.

"Criminal history record information" has the meaning assigned by Sec. 411.082 Government Code, which is computerized criminal history (CCH) data maintained by TxDPS. Name change orders received at TxDPS are processed within the CCH. Modifications are made to primary and/or alias names within the record to conform to the order while retaining all reported name associations on the person. A prior primary name may now be reported as an alias. Registry personnel will see identical changes to primary or alias names on the associated sex offender registration record since identifiers between CCH and the sex offender registry are shared and mirrored.

House Bill 2623 is prospective in application and applies only to a petition for a change in name that is filed on or after September 1, 2019.

# Sex Offender Registration (SOR) Bureau continued

## **HB 1899: Health Care Professional Occupational Licenses**

House Bill 1899 enhances notification requirements on designated entities when dealing with a person who holds or seeks a health care professional occupational license. The bill in part, requires:

- the judge, in the trial of an offense, to make an affirmative finding of fact and enter the affirmative finding in the judgment in the case if the judge determines that at the time of the offense the defendant held a license as a health care professional and the offense meets certain criteria.
- the clerk of the court, in which the conviction or deferred adjudication is entered, not later than the fifth day after the date the defendant is convicted or granted deferred adjudication on the basis of a certain offense, to provide written notice of the conviction or deferred adjudication, including the offense on which the conviction or deferred adjudication was based, to the licensing authority that issued the defendant's license as a health care professional and TxDPS.
- TxDPS to provide notice to any licensing authority of any person required to register as a sex offender, who holds or seeks a license issued by the authority. TxDPS must provide this information when it becomes available through notification from a court clerk, parole panel, or the person's registration or verification of registration.
- a parole panel that knows an inmate holds or has submitted an application for a license as a health care professional to immediately notify TxDPS and the applicable licensing authority if the parole panel requires the inmate as a condition of release on parole or to mandatory supervision to register as a sex offender.
- a licensing authority to deny an application for an applicant or revoke the license of a health care professional who is a person required to register as a sex offender, among other things.

House Bill 1899 also allows persons to re-apply or apply for reinstatement of a health care professional license if the conviction/deferred adjudication is reversed, set aside, or vacated on appeal or the duty to register has expired.

## **HB 4170: Correction of Two Article 62.064's within Chapter 62, Code of Criminal Procedure**

House Bill 4170 corrects the existence of two Art. 62.064 within Subchapter B, Code of Criminal Procedure. *Entry onto School Premises; Notice Required* and *Prohibited Location of Residence* provisions were both inadvertently designated under Article 62.064 in the last legislative session; the bill corrects this by creating a new subsection, Art. 62.065, and moves *Entry onto School Premises; Notice Required* from Art. 62.064 to Art. 62.065, Code of Criminal Procedure.

Registrars or registry personnel should be aware of the new statutory citations when inquiring or referencing the following:

Art. 62.064, *Prohibited Location of Residence*, Code of Criminal Procedure: Prohibits persons on the sex offender registry for an offense that occurs on or after 9/1/17 from residing on the campus of a public or private institution of higher education unless they have a risk assessment of 1 (Low) and the institution approves them to reside on campus.

Art. 62.065, *Entry Onto School Premises; Notice Required*, Code of Criminal Procedure: Requires a person on the sex offender registry who enters the premises of any school in Texas during the standard operating hours of the school to immediately notify the school's administrative office of their presence on the premises and their registration status.

## **HB 4173: Compensation to Victims of Crime Fund Statutory Reference Conforming Change**

House Bill 4173 makes a conforming statutory reference change to the Compensation to Victims of Crime Fund referenced within Art. 63.061(d), Code of Criminal Procedure. Social networking sites that have access to obtain certain social networking information from the registry and are found to have misused that information or violate any administrative rule are subject to a civil penalty to be deposited within the Compensation to Victims of Crime Fund. This funds statutory reference is now located under Subchapter J, Chapter 56B, Code of Criminal Procedure.

## **SB 194: Creation of the Offense of Indecent Assault**

Senate Bill 194 creates a new offense of Indecent Assault, Sec. 22.012, Penal Code. A person commits this offense if, without the other person's consent and with the intent to arouse or gratify the sexual desire of any person, the person engages in certain types of touching or other conduct involving exposure or causes another to contact the blood, other body fluids, or feces of any person. A violation of this offense results in a Class A misdemeanor. If conduct that constituted an offense under this section also would constitute an offense under another law, prosecutions could occur under this section, the other law, or both.

Indecent Assault or any out-of-state, Federal, foreign, or military offense that is substantially similar to it will not require registration under 62.001(5)(H), but might still be required to register as extrajurisdictional, board-ordered. Registrars or those evaluating a duty to register should be aware of the existence of this new offense and contact the Department with any questions.



# DPS IDENTIFICATION SUPPLIES ORDER FORM

CR-12 (Rev.11/16)



TO: CRIME RECORDS SERVICE  
 TEXAS DEPARTMENT OF PUBLIC SAFETY  
 PO BOX 4143  
 AUSTIN TX 78765-4143

Date: \_\_\_\_\_

Website address for FBI supply order: <https://forms.fbi.gov/cjis-fingerprinting-supply-requisition-form>

Please furnish the following supplies:

FORM NUMBER	DESCRIPTION	COUNT PER PKG	QUANTITY ORDERED
CR-6	DPS Applicant Fingerprint Card*	250 p/pkg	
CR-12	DPS Identification Supplies Order Form	100 p/pad	
CR-23	Out of State Probation/Parole Supervision Fingerprint Card	Single cards	
CR-26	Death Notice Form	100 p/pad	
CR-42	Request for Criminal History Check	100 p/pad	
CR-43	Adult Criminal History Reporting Form <b>with</b> Preprinted TRN and Fingerprint Card Attached*	100 p/pkg	
CR-43	Adult Criminal History Reporting Form <b>with</b> Fingerprint Card Attached*	100 p/pkg	
CR-43J	Juvenile Criminal History Reporting Form <b>with</b> Preprinted TRN and Fingerprint Card Attached*	100 p/pkg	
CR-43J	Juvenile Criminal History Reporting Form <b>with</b> Fingerprint Card Attached*	100 p/pkg	
CR-43P	Adult Probation Supervision Reporting Form <b>with</b> Preprinted TRN and Fingerprint Card Attached*	200 p/pkg	
CR-43P	Adult Probation Supervision Reporting Form <b>with</b> Fingerprint Card Attached*	200 p/pkg	
CR-44	Adult Supplemental Reporting Form	100 p/pkg	
CR-44J	Juvenile Supplemental Reporting Form	100 p/pkg	
CR-44S	Adult Supplemental Court Reporting Form	100 p/pad	
CR-45	Adult DPS Fingerprint Card*	250 p/pkg	
CR-45J	Juvenile DPS Fingerprint Card*	250 p/pkg	
	Fingerprint Card Return Envelopes (For arresting agencies Only)	100 p/box	

**\*DPS does not pre-stamp the agency ORI on any fingerprint card. +Overnight services are available at ordering agency's expense.**

NOTE: Please order minimum of three months' supply.  
**Please submit order at least 4 weeks prior to depletion of your supplies.**

Direct questions concerning supply orders to (512) 424-2367  
 Fax# (512) 424-5599 • [crssupplyorder@dps.texas.gov](mailto:crssupplyorder@dps.texas.gov)

AGENCY \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

# CRS DIRECTORY

## CRS MANAGEMENT

Michelle Farris	Assistant Chief	michelle.farris@dps.texas.gov	512-424-7659
Luz Dove	Deputy Administrator	luz.dove@dps.texas.gov	512-424-7964
Ursula Cook	Deputy Administrator	ursula.cook@dps.texas.gov	512-424-2407

## CJIS Security Office

Stephen "Doc" Petty	Manager	stephen.petty@dps.texas.gov	512-424-7186
Deborah Wright	Lead Technical Auditor	deborah.wright@dps.texas.gov	512-424-7876
Dan Conte	Lead Technical Auditor	daniel.conte@dps.texas.gov	512-424-7137

## ACCESS & DISSEMINATION BUREAU

Tina Saenz	Manager	tina.saenz@dps.texas.gov	512-424-2078
Rochelle Torres	ADB Support Program Supervisor	rochelle.torres@dps.texas.gov	512-462-6171
Tanya Wilson	Program Supervisor, ADB	tanya.wilson@dps.texas.gov	512-424-2523
Catalina Rodriguez-Combs	Supervisor, NCJU Training & Audit	catalina.rodriguez-combs@dps.texas.gov	512-424-5894
Ashley Baker	Fingerprint Services Supervisor	ashley.baker@dps.texas.gov	512-424-5105
Charlene Cain	CCH Internet Coordinator	charlene.cain@dps.texas.gov	512-424-2090
Vacant	Program Supervisor-Billing Unit		512-424-2312
Jennifer Norton	Customer Service Rep	jennifer.norton@dps.texas.gov	512-424-7111
Lisa Garcia	CRS Billing Clerk	lisa.garcia@dps.texas.gov	512-424-2912
Vacant	CRS Billing Clerk		512-424-2936
Assistance Line	Record Checks		512-424-5079
Assistance Line	Secure Site		512-424-2474
Tierra Heine	CJIS/JJIS Forms and Fingerprint Card Supplies	tierra.heine@dps.texas.gov	512-424-2367
Eliza Garcia	CJIS/JJIS Forms and Fingerprint Card Supplies	eliza.garcia@dps.texas.gov	512-424-2367
	<b>crssupplyorder@dps.texas.gov</b>	<b>Fax order form to:</b>	<b>512-424-5599</b>

## CRIMINAL HISTORY RECORD INFORMATION PROCESSING BUREAU

Holly Morris	Manager	holly.morris@dps.texas.gov	512-424-2686
John Morse	Supervisor, CJIS Field Support	john.morse@dps.texas.gov	512-424-5067
Brittany Chromcak	Supervisor, CCH Data Entry/Control Unit	brittany.chromcak@dps.texas.gov	512-424-7290
Nicole Berry-Moss	Day Shift Supervisor, CCH Data Entry/Control	nicole.berry-moss@dps.texas.gov	512-424-2216
Lenore Hemstreet	Evening Shift Supervisor, CCH Data Entry/Control	lenore.hemstreet@dps.texas.gov	512-424-2473
Cassandra Richey	EDR Coordinator	cassandra.richey@dps.texas.gov	512-424-2479
James McElroy	CJIS Systems Support Specialist	james.mcelroy@dps.texas.gov	512-424-2500
Error Resolution Assistance Line			512-424-7256
CJIS Auditor Assistance Line			512-424-2478

## BIOMETRIC SERVICES BUREAU

Loann Garcia	Manager	loann.garcia@dps.texas.gov	512-424-2409
Randy Coppedge	Day Fingerprint Shift Supervisor	randy.coppedge@dps.texas.gov	512-424-5709
Sandra Amaro	Day Fingerprint Shift Supervisor	sandra.amaro@dps.texas.gov	512-424-5748
Debbie Parsley	Evening Fingerprint Shift Supervisor	debbie.parsley@dps.texas.gov	512-424-5304
Mary Ann Gold	Midnight Fingerprint Shift Supervisor	mary.gold@dps.texas.gov	512-424-2408
Chrystal Davila	Biometric Coordinator	chrystal.davila@dps.texas.gov	512-424-7026
Chiquita Ruffin	Assistant Biometric Coordinator	chiquita.ruffin@dps.texas.gov	512-424-7404
Cathleen McClain	AFIS Coordinator	cathleen.mcclain@dps.texas.gov	512-424-2456
VACANT	Assistant AFIS Coordinator	@dps.texas.gov	512-424-2089
24 hour Fingerprint Assistance Line			512-424-5248

## CRIME INFORMATION BUREAU

Dax Roberts	Manager	dax.roberts@dps.texas.gov	512-424-5436
VACANT	TLETS Ops Supervisor	@dps.texas.gov	
Margarete Perryman	TCIC Training Supervisor	margarete.perryman@dps.texas.gov	512-424-7888
Adina Decuire	TCIC Control Room Supervisor	adina.decuire@dps.texas.gov	512-424-2152
Sarah Bates	TCIC Audit Supervisor	sarah.bates@dps.texas.gov	512-424-2253
TCIC/TLETS Audit Assistance		TCIC.audit@dps.texas.gov	512-424-2809
TCIC/TLETS Training Assistance		TCIC.training@dps.texas.gov	512-424-2832
24 hour TCIC Control Room- ORI Requests/Updates, Offline Requests & TxGang		TCIC.operations@dps.texas.gov	512-424-2088

## INCIDENT BASED REPORTING BUREAU

Brian Isaac	Manager	brian.isaac@dps.texas.gov	512-424-7893
JC Villanueva	TDEx Program Specialist	jc.villanueva@dps.texas.gov	512-424-7135
Esteban Perez	IBR Information Specialist	esteban.perez@dps.texas.gov	512-424-2307
Maggie Walker	Use of Force Program Specialist	maggie.walker@dps.texas.gov	512-424-0334
Rafael Martinez	Supervisor, Field Reps	rafael.martinez@dps.texas.gov	512-424-2522
Elisa Hood-Waddle	Supervisor, IBR	elisa.hood-waddle@dps.texas.gov	512-424-2091
Assistance Line			

## SEX OFFENDER REGISTRATION BUREAU

Sheila Vasquez	Manager	sheila.vasquez@dps.texas.gov	512-424-2279
Sam Duncan	Support Operations Supervisor	samantha.duncan@dps.texas.gov	512-424-7896
Sherry Stifflemire	SR Program Supervisor	sherry.stifflemire@dps.texas.gov	512-424-7923
Gary Richards	SOR Supervisor	gary.richards@dps.texas.gov	512-424-7366
Sex Offender Registration Assistance Line		txsor@dps.texas.gov	512-424-2800